

# **ARMY COMPTROLLER CAREER**

**MANAGEMENT**  
Department of the Army, Equal  
Employment Opportunity Agency  
University Presidents/Chancellors  
Minority College Relations Conference

**Wilett Bunton**

**April 19, 2001**

**COMPTROLLER PROPONENCY OFFICE  
(703) 697-1983  
EMAIL: [wilett.bunton@hqda.army.mil](mailto:wilett.bunton@hqda.army.mil)**

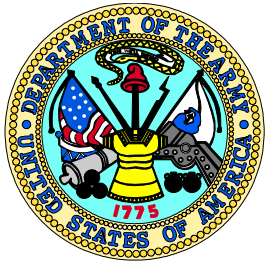
**<http://www.asafm.army.mil>**



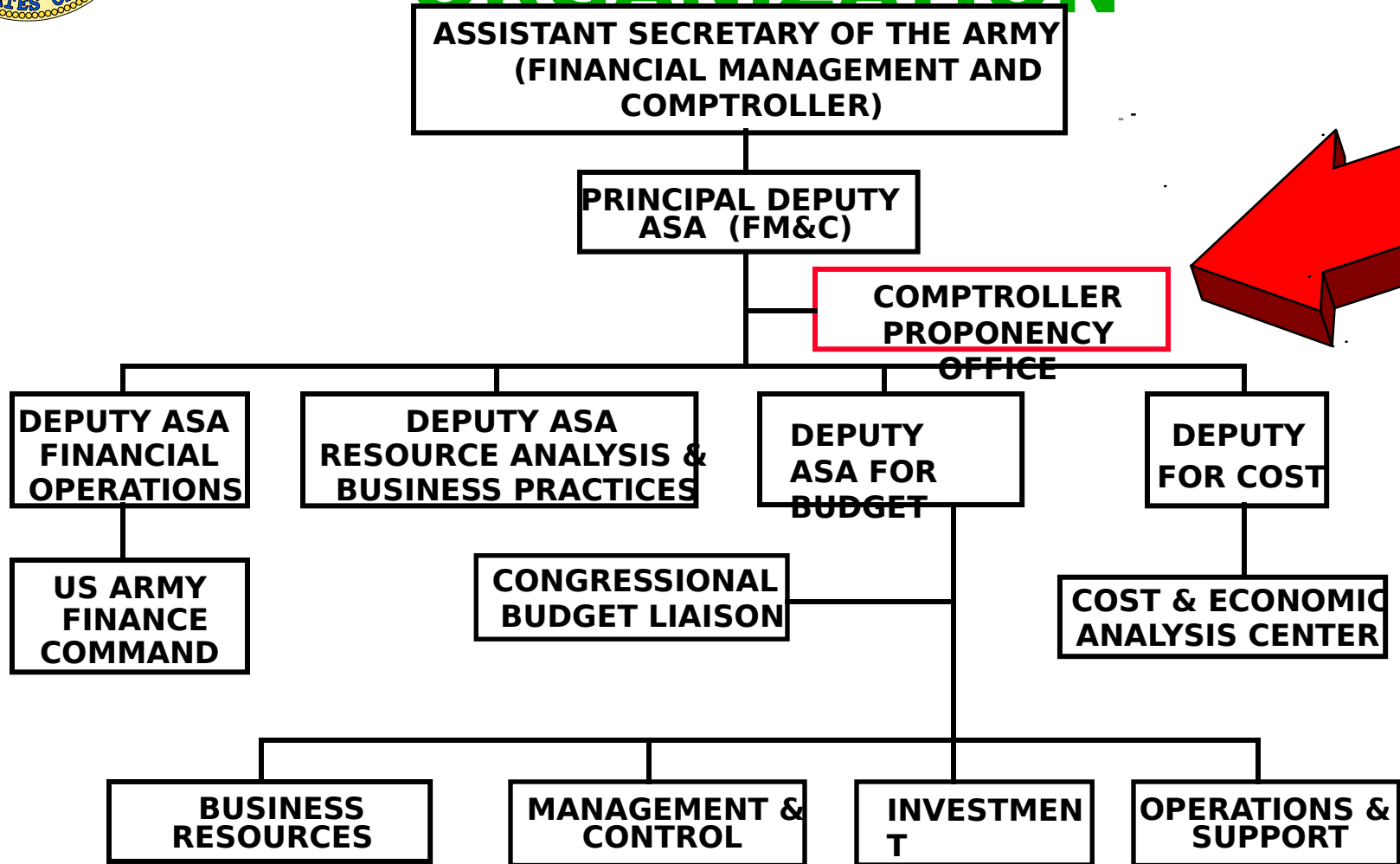
# **AGEND**

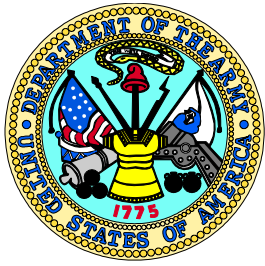
## **A**

- **Organization**
- **Population**
- **Career Program 11**
- **Army Civilian, Training, Education and Development System Comptroller Plan**
- **HBCU/HSI Partnerships**



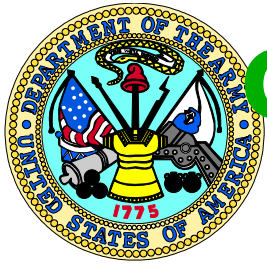
# ASA (FM&C) ORGANIZATION





**Comptroller Proponency Office  
provides oversight of the  
acquisition, training,  
development, career life cycle  
management, and utilization of  
12,000 civilian and military  
financial management  
professionals.**

**10 Major  
Civilian Programs**



# COMPTROLLER PROPONENCY

## CAREER PROGRAM 11 FUNCTIONS

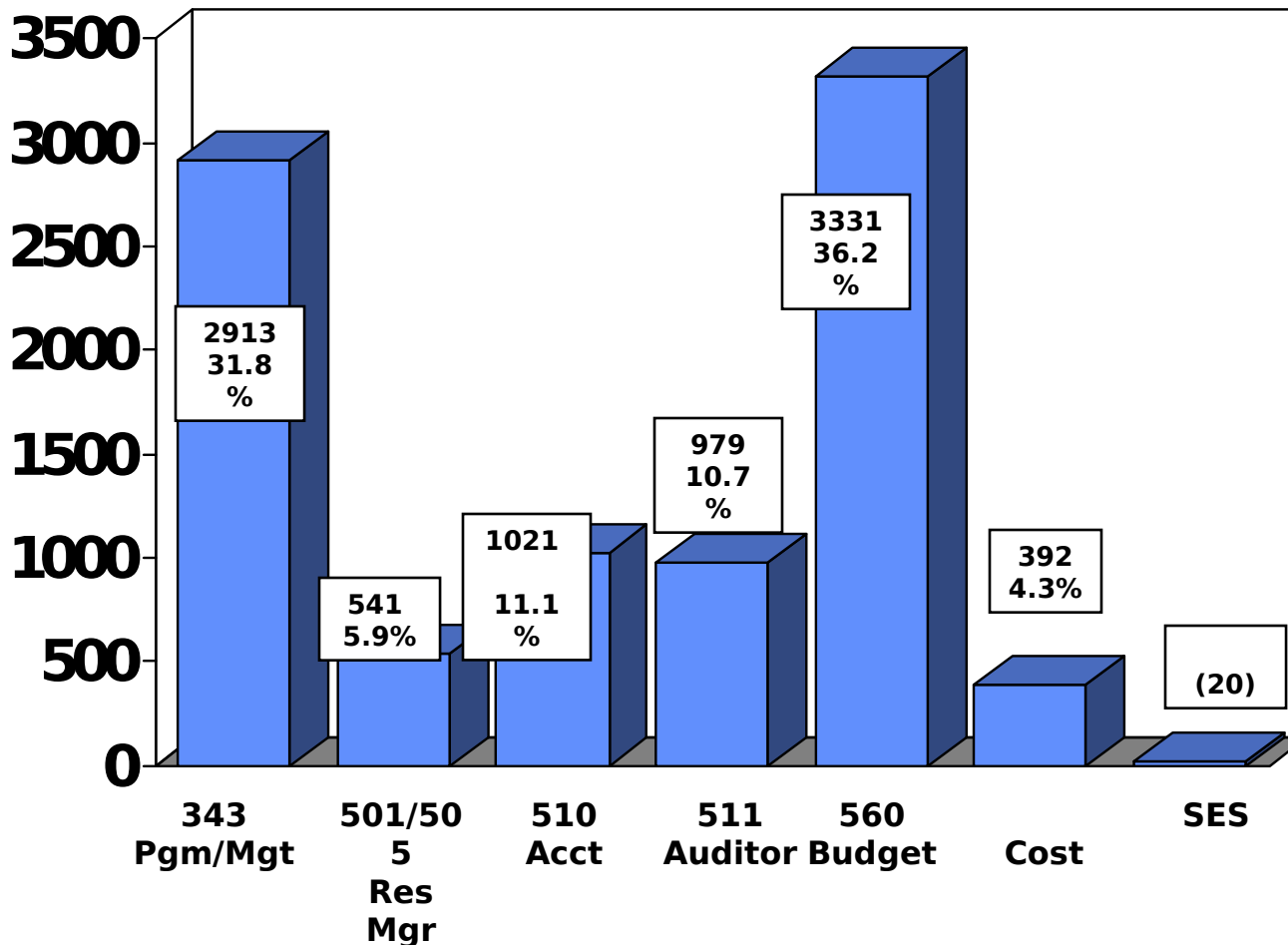
- **Army Civilian Training, Education and Development System (ACTEDS) program management for CP 11**
- **Long-term training programs**
- **Developmental assignments**
- **Army-wide competitive programs**
- **Multi-Disciplined Financial Analyst Initiative**
- **CP 11 Army Civilian Career Evaluation System (ACCES) mgt.**
- **Comptroller Civilian Career Program (CP 11) proponency**
- **CP 11 Intern Programs**
- **PPBES of CP 11 ACTEDS funding**
- **Competitive development program**



# CP 11 POPULATION

**Assigned Strength**  
As of January 2, 2001

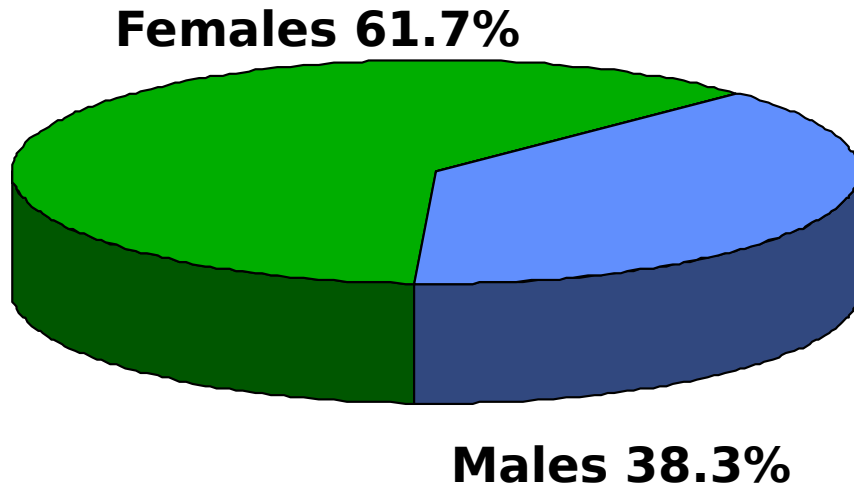
**Total  
Personne  
I  
9,167**



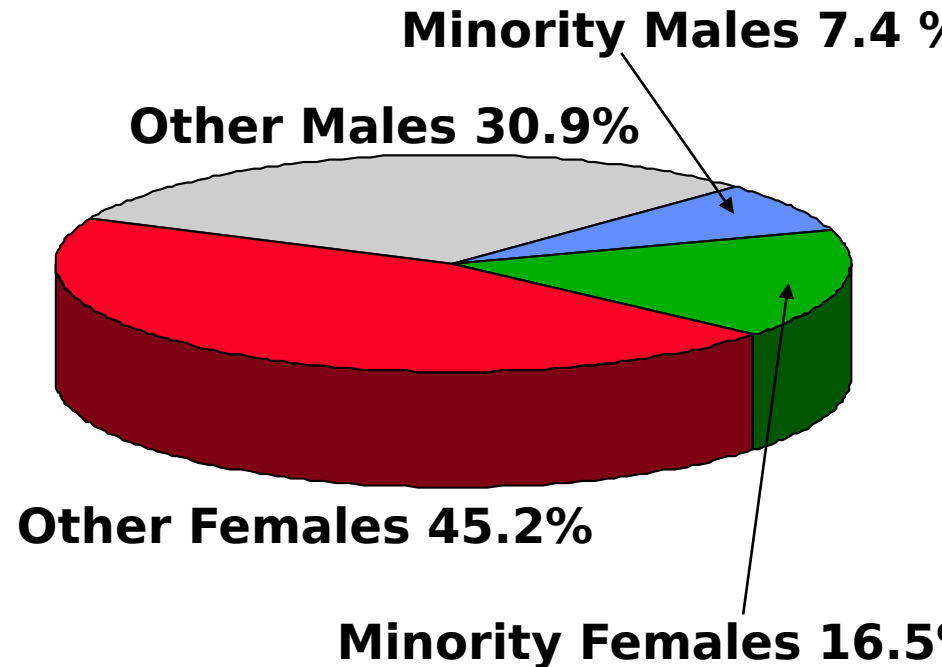


# CP 11 POPULATION

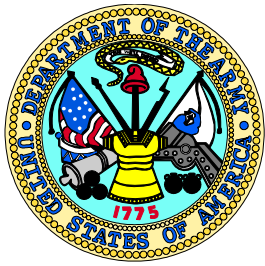
**Males Compared  
to Females**



**Minority  
Representation**



**Source: DCSPER 565 Report as of  
December 2000**



# CP 11 ACTEDS Plan

Army Civilian  
Training, Education &  
Development System

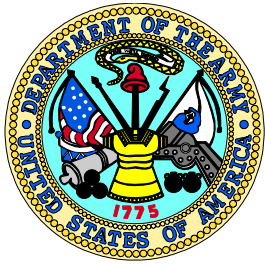


Comptroller Plan



Spring 2000





# CP 11 ACTEDS Plan

## Key Elements

- ◆ **Multi-Disciplined Financial Analyst**
- ◆ **3-Year Individual Development Plan**
- ◆ **Accreditation Program Requirements**
- ◆ **Presidential Management Intern Program**
- ◆ **CP 11 Career Development Model**
- ◆ **SES Executive Core Qualifications and associated OPM Leadership Competencies**



# Army Comptroller Career Management

**Multi-  
Disciplined  
Financial  
Analyst**



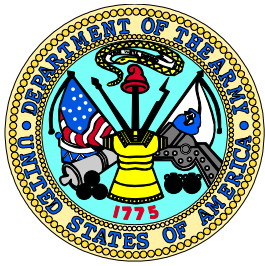
# Multi Disciplined Concept

- ◆ ASA (FM&C) Strategic Plan promotes ***workforce proficiency and encourages cross-functional training and development***
- ◆ Design a career model consisting of “multi-disciplined”

are **accountants**  
managing

**COMPTROLLER  
ACCREDITATION PROGRAM  
WILL HELP BUILD  
MULTI DISCIPLINED  
FINANCIAL ANALYSTS**

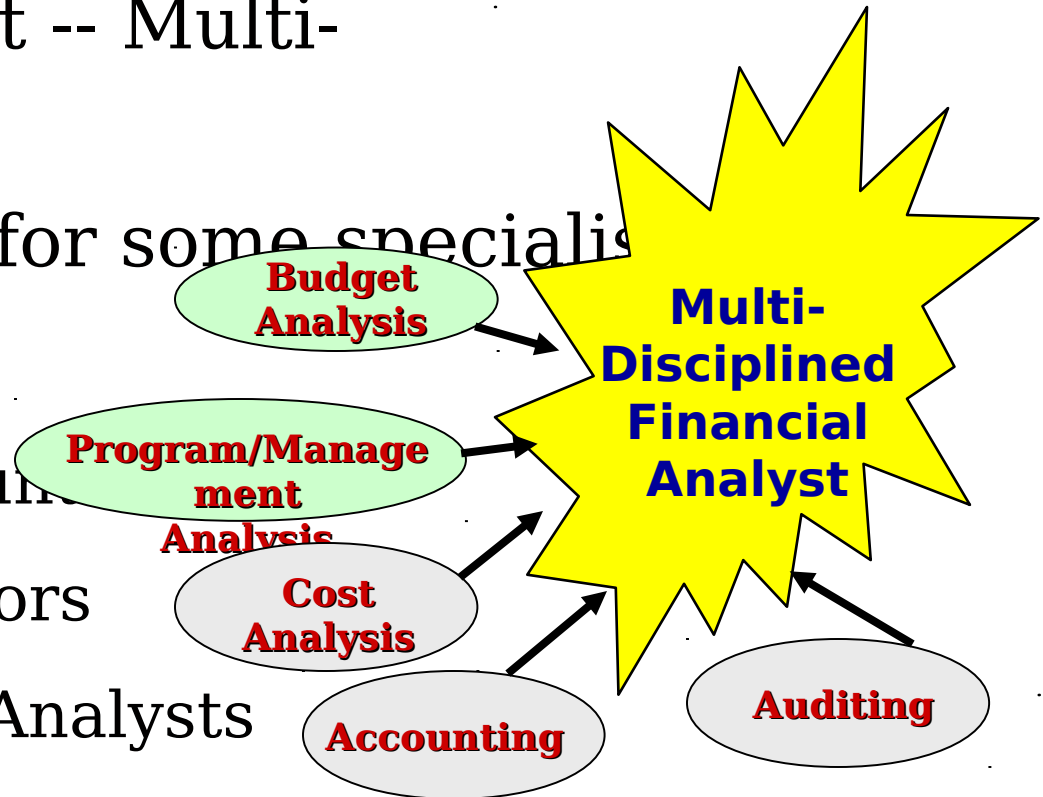
analysts who  
financial



# Concept

- ◆ Financial Analyst -- Multi-Disciplined
- ◆ Continued need for some specialists

- GS-510 - Accountants
- GS-511 - Auditors
- GS-1515 - Cost Analysts

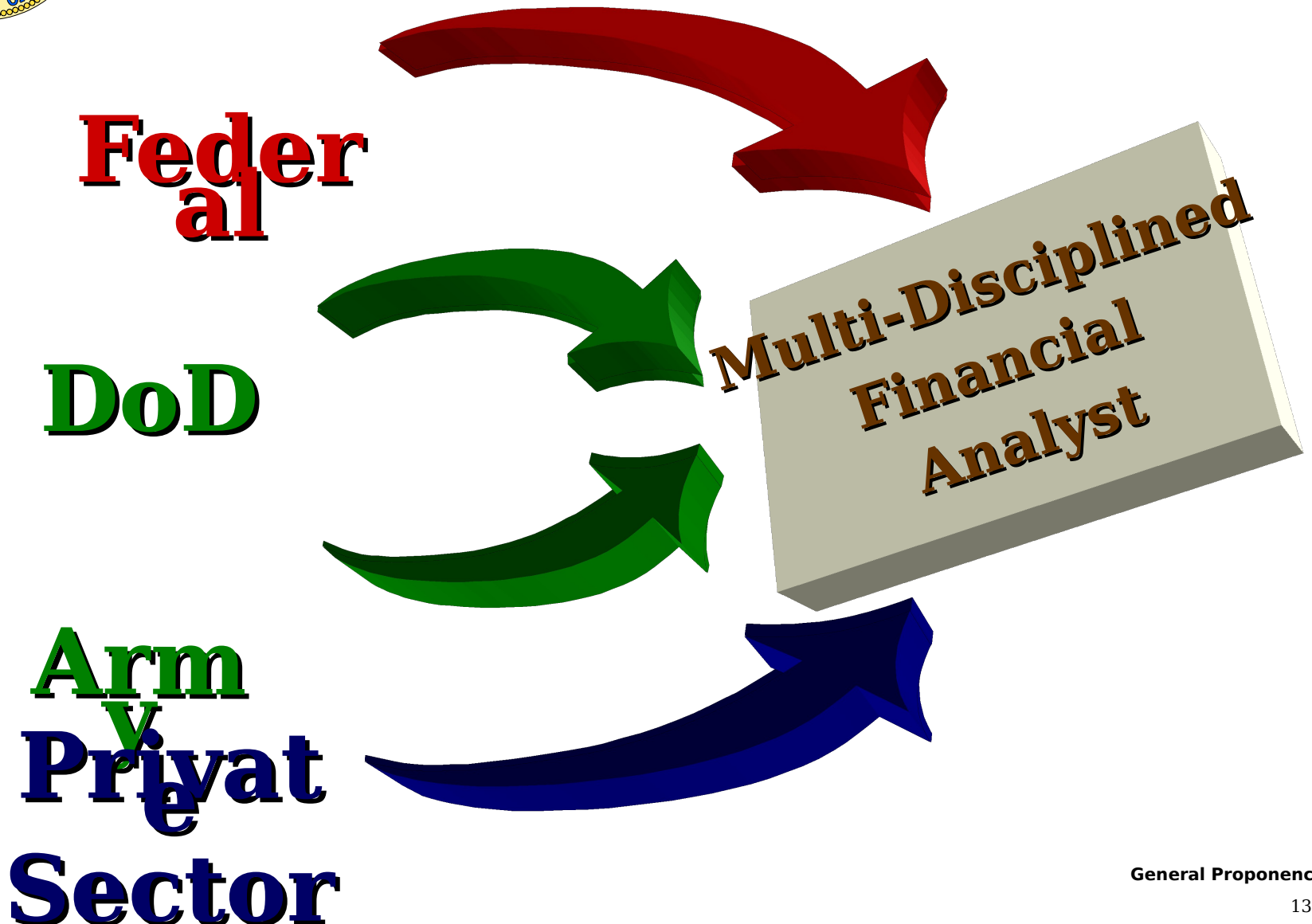


**Knowledge, Skills, Abilities/Core Competencies**

- ◆ ***Mix between Multi-Disciplined and Specialized Careerists***



# Core Competencies





# Core Competencies

## Financial Stewardship

- Accounting
- Auditing
- Budgeting
- Fiscal Law
- Managerial and Fiscal Responsibility
- Resource & Program Management

## Financial Decision Support

- Acquiring and Contracting
- Business Processes and Practices
- Cost and Operations Research Analysis
- Information Technology Management and Application
- Managerial Services
- Organizational Performance

## Leadership & Organizational Management

- Measurement
- Interpersonal Skills
- Program Management
- Human Resource Management
- Leadership & Management Development
- Strategic Vision



# **Army Comptroller Career Management**

## **Comptroller Accreditation Program**



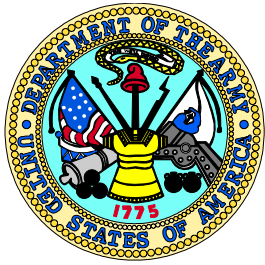
# Accreditation Program Objectives

- Competency Maintenance
- Continuous Improvement
- Evaluation
- Peer Awareness
- Counseling and Career Planning

**ASA (FM&C)  
and CP 11  
Strategic Plans**

**Military and Civilian  
Comptrollers  
Participate**





# Comptroller Accreditation Program

## Levels

**Level I** - Performs fundamental basic and routine activities while gaining subject matter expertise. Generally, works under close supervision of a team leader, supervisor, etc. ( **Duration 3-5 years** )

**Level II** - Functions independently and applies knowledge and experience to variety of complex situations. Works with minimal guidance and direction from team leader, supervisor, etc. ( **Duration 3-5 years** )

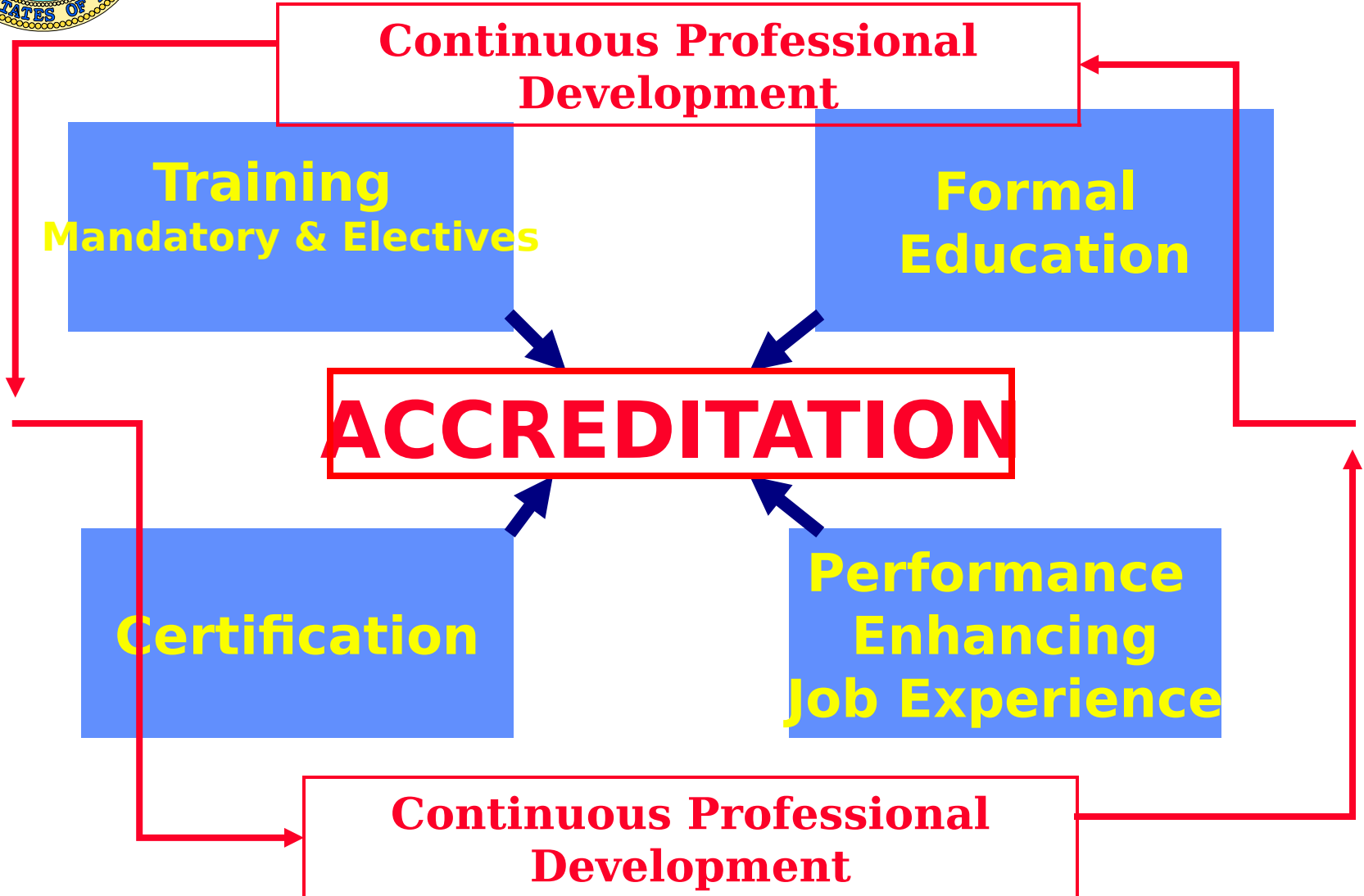
**Level III** - Serves as senior specialist/analyst, team leader or supervisor. A recognized expert with broad responsibilities and high visibility. ( **Duration 3-5 years** )

**Level IV** - Has executive capability for Installation, Directorate, and/or Agency-level policy implementation. ( **Duration 3-5 years** )

**Levels not tied to Grades or Rank**



# Five Components of Accreditation





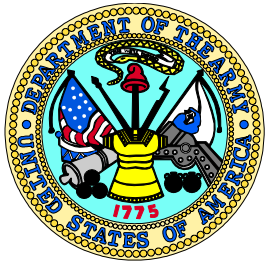
# EXAMPLE

## Performance

Performance Management Model			
Level I (Duration 3-5 Years)	Level II (Duration 3-5 Years)	Level III (Duration 3-5 Years)	Level IV (Duration 3-5 Years)
Intro to Team Building Diversity Training Fiscal Law* Planning, Programming, Budgeting & Execution System* Actions Officers Orientation** Intern Leadership Management Course** Analysis Course*	Army Long Term Training Professional Resource Management Course Personnel Management for Executives I & II Enhanced Defense Financial Management Training Intro to Supervision Professional Military Comptroller School Army Comptrollership Program Defense Resource Management Course Organizational Leadership for Executives Sustaining Base Leadership and Mgmt Program at AMSC	Johns Hopkins/Syracuse Brookings Fed Exec Institute Harvard Army Congressional Fellowship Senior Service College	
Two Performance Enhancing Job Experience	Two Performance Enhancing Job Experiences	Two Performance Enhancing Job Experiences	One Performance Enhancing Job Experience
Financial Analyst Training Courses (Finance School, USDA, Private Sector, etc.)	Financial Analyst Training Courses (Finance School, USDA, Private Sector, etc.)	Financial Analyst Training Courses (OPM, DoD, USDA, Private Sector, Finance School, etc.)	Financial Analyst Training Courses (OPM, DoD, USDA, Private Sector, etc.)

\* Mandatory Courses for all Careerists  
 Courses for Interns

\*\* Mandatory



# EXAMPLES OF CERTIFICATION

- **Certified Defense Financial Manager**
- **Certified Government Financial Manager**
- **Certified Public Accountant**
- **Certified Internal Auditor**
- **Certified Cost Analyst**

**Other  
Applicable  
Certifications  
Available**



# PROFESSIONAL DEVELOPMENT



# EDUCATION AND TRAINING



# TRAINING

## US ARMY FINANCE SCHOOL

Course	Target		Class Length	Classes Size	Per Year
	Military	Civilian			
PPBES	CPT+	GS 5+	2 Wks	20-40	13
RMBC	CPT+	GS 5+	2 Wks	20-40	7

- **Planning, Programming, Budgeting Execution System (PPBES)**

- Provides fundamentals of resource management
- Entry-level course for most CP 11 careerists and FA 45 officers

- **Resource Management Budget Course (RMBC)**

- Provides knowledge of budgeting procedures used



# KEY COURSES

## ARMY COMPTROLLER COURSE

- 4 Weeks At Syracuse University
- Three Times Per Year
- Competitive Selection
- Captain and Above
- GS-9 and Above or 2d Yr Intern

## PROFESSIONAL RESOURCE MANAGEMENT COURSE

- 4 Weeks At Syracuse University
- Three Times Per Year
- Competitive Selection
- Major and Above (CPT Waiver)
- GS-11 and Above (GS-9 Waiver If Full-Perfm Position)
- MOS 73Z MSG and Above
- Army Only

## PROFESSIONAL MILITARY COMPTROLLER SCHOOL

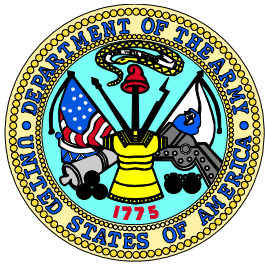
- 6 Weeks At Maxwell AFB
- Five Times Per Year
- Competitive Selection
- Major and Above (CPT Waiver)
- GS-12 and Above (GS-11 Waiver)
- Joint Service



## **ENHANCED DEFENSE FINANCIAL MANAGEMENT TRAINING (EDFMT)**

- **One week course to improve the overall technical and managerial capabilities of the DoD financial management workforce**
- **Emphasizes departmental standards rather than service specific solutions**
- **Taught by United States Department of Agriculture Graduate School instructors**
  - **Average of 68 classes at 42 locations**  
**(4 OCONUS)**
  - **Average class size 30 personnel**
  - **Approximately 2040 DoD financial managers will receive training**





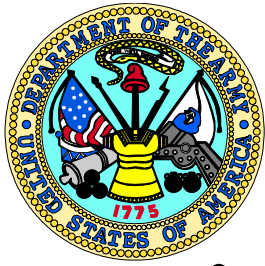
# **SUSTAINING BASE LEADERSHIP & MANAGEMENT PROGRAM (SBLMP)**

## **RESIDEN**

- **12 Weeks At Fort Belvoir, VA**
- **Competitive Selection**
- **160 Students Per Class**
- **CP 11 Fair Share Participation (25-30)**
- **Centrally Funded**
- **Military Can Also Attend**

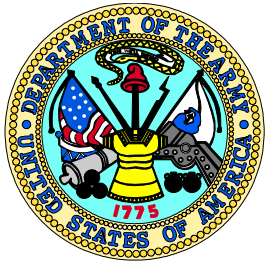
## **NON-RESIDENT**

- **Academic Year: April Through March**
- **90 Students Per Class**
- **Eligibility: Students Unable to Attend Resident Program Due To Mission Requirements or Personal Hardship**



## **NATIONAL SECURITY MANAGEMENT COURSE (NMSC)**

- **6 Weeks At Maxwell School of Citizenship and Public Affairs, Syracuse University, Syracuse, New York**
- **Offered once per year, April - May**
- **GS -15 and COL**
- **DoD Sponsored**
- **50 Attendees Per Class**
- **Centrally Funded**
- **Focus is on management challenges in the national security establishment**
- **Participants can apply for 9 credits toward a Master of**



# **ARMY COMPTROLLERSHIP PROGRAM (ACP)**

- **Resident 14 month program**
- **Syracuse University, Syracuse, New York**
- **51 credit hour curriculum focused on Comptrollership**
- **Integration of functional and traditional managerial skills with innovative competencies**
- **Students graduate with Masters in Business Administration**
- **Centrally funded Long Term Training**



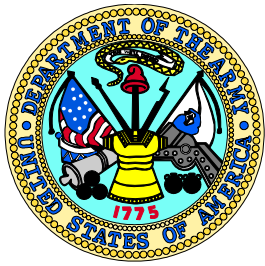
# ARMY COMPTROLLERSHIP PROGRAM (ACP) Con't

- **Average Class of 30 Students**
  - 17 Military
  - 13 Civilians
- **Military**
  - Captains and Majors
  - 2 - 3 Active Guard and Reserve Officers
- **Civilians**
  - Army GS-11s through GS-13s
  - Other Services and Defense Agencies
- **Operational Assignment for Army Civilians**



# RESOURCE MANAGEMENT MENTORSHIP PROGRAM

- **Formal Mentoring Program**
- **Goal: Develop Skills and Competencies**
- **Application Process**
- **Partnered with a Senior RM Professional**
- **Participants**
  - **Civilian GS-5 through SES**
  - **Military CPT through General Officer**



# DEVELOPMENTAL ASSIGNMENTS

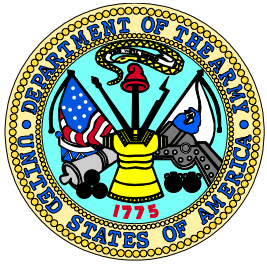
- **Professional Development Opportunity**
- **Length Varies, 3-18 Months**
- **GS-11 and Above**
- **Announcements**
  - **Department of Army - Wide**
  - **Memoranda, WWW, E-Mail**
  - **Three Suspenses; Cutoff 30 September**
  - **Forms and Documents**
- **Travel & Modified Per Diem Centrally Funded**



# **ARMY CIVILIAN CAREER EVALUATION SYSTEM (ACCES)**

- **Developed in 1981 by joint Army/OPM team**
- **Tailored to each career program**
- **Open to Army careerists (GS-11 to GS-15)**
- **Voluntary participation by employees**
- **Selection decision at local level**
- **Mandatory use by selecting officials for promotion**
- **Mandatory email response prior to referral**

**Vacancy  
Announcements  
Also Authorized**



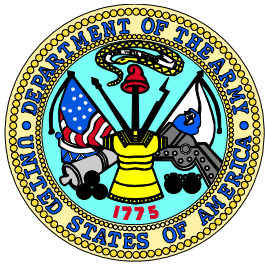
# CP 11 PARTICIPATION STATUS

As of  
January  
2001

GRADE	ELIGIBLE	REGISTERED	%
GS-11	2,425	801	33%
GS-12	2,591	1,626	63%
GS-13	1,663	1,153	69%
GS-14	571	445	78%
GS-15	<u>174</u>	<u>76</u>	<u>44%</u>
TOTAL	7,424	4,101	55%

***HAVE YOU REGISTERED?***

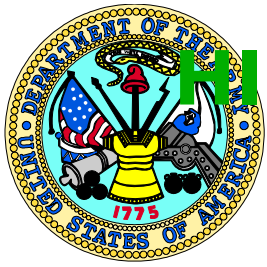




# **HISTORICALLY BLACK COLLEGES OR UNIVERSITIES (HBCU)**

## ***Partnership Program***

- **Army Partnership with Historically Black Colleges or Universities**
  - **Clark Atlanta University, GA - Full Time; Army-Wide**
  - **Howard University, Washington DC - Part Time; Local**
- **Long Term Training, Graduate Business Degree Goal**
- **Open to CP 11 Employees, GS-11 & Above (GS-9 Waiver)**
- **No Operational Assignments**



# HISPANIC SERVING INSTITUTIONS (HSI)

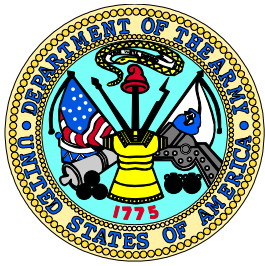
## *Partnership Program*

- **Army Partnership with Hispanic Serving Institutions**
  - **University of Texas at San Antonio**
  - **University of Texas at El Paso**
  - **University of New Mexico (Albuquerque)**
- **Long Term Training, Graduate Business Degree Goal**
- **Full Time Programs, Open to Army-Wide Competition**
- **Open to CP 11 Employees, GS-11 & Above (GS-9 Waiver)**
- **No Operational Assignments**
- **Announced Annually; Classes Start in Fall**



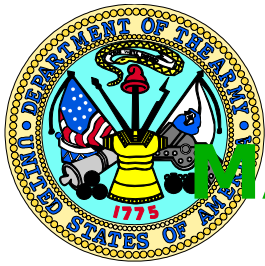
# **DoD GRADUATE LEVEL FM PROGRAM (GLFMP)**

- **DoD Program - Navy as Executive Agent**
- **20 month part time program, after hours**
- **Taught by Troy State University**
- **MPA Degree offered**
- **Offered in National Capital Region and Tidewater area of Virginia**
- **Students earn Masters in Public Administration with concentration in Financial Management**
- **Centrally funded Long Term Training**



# **LONG TERM TRAINING UNIVERSITY/COLLEGE PROGRAMS**

- **Long Term Training is 120 Days or More**
- **Full Time Attendance Preferred**
- **Part Time Attendance on a Case by Case Basis**
- **Centrally Funded through ACTEDS--  
Tuition, Books, Travel, Per Diem**
- **GS-11 and Above (GS-9 Waiver)**
- **All Levels of Academic Degrees--Associate,  
Bachelor, Master, Doctorate**



# **DEFENSE LEADERSHIP AND MANAGEMENT PROGRAM (DLAMP)**

- **DOD Program for High-Potential GS 12-15**
- **Professional Military Education**
  - **Existing 10-Month Senior Service College Programs**
  - **3-month Program at National Defense University**
- **Graduate-Level Defense Management Program**
  - **28 Courses in 7 Broad Areas**
  - **Participants Take Ten 2-week Courses Over 5 Years**
- **One Year-Long Rotational Assignment**
- **Component and Occupational Training --**



# SUMMARY

**If you want 1 year of prosperity,  
grow grain.**

**If you want 10 years of prosperity,  
grow trees.**

**If you want 100 years of prosperity,  
GROW PEOPLE.**

**- Chinese Proverb -**

